

**Stanwood-Camano School District**  
**Superintendent Search Calendar**  
**2020 – 2021**  
**Draft**  
**(Final to be approved by the Board)**

<b>March 2, 2021</b>	<b>Board approves search plan and timeline</b> <ul style="list-style-type: none"> <li>• Zoom meeting</li> </ul>
<b>March 4, 2021</b>	<b>Leadership profile survey on web</b> <ul style="list-style-type: none"> <li>• Provides for input from all stakeholders</li> </ul>
<b>March 10 and 11, 2021</b>	<b>Focus group meetings with stakeholders selected by Board</b>
<b>March 16, 2021</b>	<b>Focus groups report to board</b>
<b>March 17, 2021</b>	<b>Position on web site and other recruitment activities begin</b> <ul style="list-style-type: none"> <li>• Will post on WASA, WSSDA and other</li> </ul>
<b>March 19, 2021</b>	<b>Brochure completed and vacancy announcement emailed to 3500+ nationwide</b>
<b>April 8, 2021</b>	<b>Mid-search report / preparation for interview phase</b> (Work Session with board)
<b>April 24, 2021</b>	<b>Application deadline/ Online survey closes</b>
<b>April 30, 2021</b>	<b>Screening report to board</b> <ul style="list-style-type: none"> <li>• Executive session with board and NWLA consultants</li> <li>• Select 5-6 candidates to be invited for preliminary interviews</li> </ul>
<b>May 8, 2021</b>	<b>Preliminary interviews</b> <ul style="list-style-type: none"> <li>• 50 minute interviews with 10 minute break between</li> <li>• Questions to be developed by NWLA; reviewed and revised by board</li> <li>• Executive Session to determine finalists will be held following final interview to select finalists</li> </ul>
<b>May 11, 12, and 13</b>	<b>Final interviews</b> Schedule to be developed, but will include: <ul style="list-style-type: none"> <li>• Meetings with community and staff</li> <li>• Interview with superintendent candidate and board in Executive Session</li> <li>• Format to be developed by NWLA, and approved by board</li> </ul>
<b>May 14, 2021</b>	<b>Announcement of selected candidate</b> <ul style="list-style-type: none"> <li>• Final background checks completed</li> <li>• Contract negotiations completed</li> </ul>

<b>June 1, 2021</b>	<b>Contract to be offered</b> <ul style="list-style-type: none"><li>• Regular board meeting</li><li>• Offer to be pre-negotiated by consultants</li></ul>
<b>July 1, 2021</b>	<b>Selected superintendent assumes position</b>